

**KAUA'I PLANNING COMMISSION  
REGULAR MEETING  
April 9, 2019**

The regular meeting of the Planning Commission of the County of Kaua'i was called to order by Chair Mahoney at 9:00 a.m., at the Lihu'e Civic Center, Mo'ikeha Building, in meeting room 2A-2B. The following Commissioners were present:

Mr. Sean Mahoney  
Mr. Roy Ho  
Ms. Donna Apisa  
Mr. Kimo Keawe

Absent and Excused:  
Ms. Glenda Nogami Streufert

The following staff members were present: Planning Department – Director Kaaina Hull, Deputy Director Jodi Higuchi Sayegusa, and Planning Commission Secretary Leslie Takasaki; Office of the County Attorney – Deputy County Attorney Nicholas Courson Office of Boards and Commissions – Administrative Specialist Anela Segreti, Support Clerk Arleen Kuwamura

**CALL TO ORDER**

Chair Mahoney called the meeting to order at 9:00 a.m.

**ROLL CALL**

Planning Director Kaaina Hull: Good morning, Chair and members of the Commission. First order of business is roll call. Commissioner Keawe.

Mr. Keawe: Here.

Mr. Hull: Commissioner Ho.

Ms. Ho: Here.

Mr. Hull: Commissioner Streufert is excused. Commissioner Apisa.

Mr. Apisa: Here.

Mr. Hull: Chair Mahoney.

Chair Mahoney: Here.

Mr. Hull: Chair Mahoney, you have a Quorum.

**APPROVAL OF AGENDA**

Mr. Hull: Next agenda Item, Approval of the Agenda. The Department would ask the Commission's consideration in moving Item M.1., the Island School petition to directly before G, Consent Calendar.

Chair Mahoney: Chair will entertain a motion.

Ms. Apisa: I move to approve the Agenda as amended.

Mr. Keawe: Seconded.

Chair Mahoney: It's been moved and seconded. Any further discussions? Hearing none? All in favor signify by saying aye? (Unanimous voice vote) Any opposed? (None) Motion carries 4:0.

### **MINUTES of the meeting(s) of the Planning Commission**

Mr. Hull: There are no Minutes to be accepted or reviewed.

### **RECEIPT OF ITEMS FOR THE RECORD**

Mr. Hull: There are no E.

### **HEARINGS AND PUBLIC COMMENT**

Mr. Hull: Moving on to F., Public Comment where individuals may orally testify on Items on this Agenda during this Public Comment period or reserve the right as the Chair generally afforded to speak during the actual Agenda Item. Seeing none.

#### **New Public Hearing**

### **HEARINGS AND PUBLIC COMMENT**

Zoning Amendment ZA- 2019-2: Change from Agriculture (A) and Open (O) Districts to University District (UNV). Parcel Location: located adjacent to and immediately Makua of the University of Hawaii Kauai Community College campus, approx. 2,000 ft. North of the Kaumualii Highway/Puhi Road intersection in Puhi, further identified as 3-1875 Kaumualii Highway, Tax Map Key: (4) 3-8-002:016, and containing a total area of 38. 448 acres = Island School.

Mr. Hull: Next Item on the Agenda F.4, New Public Hearings Zoning Amendment ZA-2019-2: Change from Agriculture and Open Districts to University District. Parcel located adjacent to and immediately Makua of the University of Hawaii Kauai Community College campus, approx. 2,000 ft. North of the Kaumualii Highway/Puhi Road intersection in Puhi, further identified as 3-1875 Kaumualii Highway, Tax Map Key: (4) 3-8-002:016, and containing a total area of 38.448 acre. The applicant is Island School. Are there any members of the public that would like to

testify in this hearing Item? If have speakers signed up either. Seeing this the Department will recommend closing this Public Hearing.

Chair Mahoney: The Chair will entertain a motion to close the Public Hearing.

Ms. Apisa: I move to approve to close the Public Hearing for Zoning Amendment ZA-2019-2.

Mr. Keawe: Seconded.

Chair Mahoney: It's been moved and seconded. Any further discussions? Hearing none? All in favor signify by saying aye? (Unanimous voice vote) Any opposed? (None) Motion carries 4:0.

Zoning Amendment ZA- 2019-5: A bill for an ordinance amending Chapter 8, Kauai County Code 1987, as amended, related to Comprehensive Zoning Ordinance (CZO). The proposal amends Section 8-1.5 and 8-4.3 of the CZO relating to Definitions and Development Standards for Residential Structures= County of Kauai Planning Department.

Mr. Hull: Next Agenda Item is F.4., Zoning Amendment ZA-2019-5: A bill) for an ordinance amending Chapter 8, Kauai County Code 1987, as amended, related to Comprehensive Zoning Ordinance (CZO). The proposal amends Section 8-15.1 and 8-4.3 of the CZO relating to Definitions and Developmental Standards for Residential Structures =County of Kauai Planning Department is the applicant. Is there any members of the public that wish to testify on this Zoning Amendment? Seeing none. The Department would recommend closing this public hearing.

Chair Mahoney: Chair will entertain a motion.

Mr. Keawe: Move to close the public hearing on this particular Zoning amendment.

Ms. Apisa: Seconded.

Chair Mahoney: It's been moved and seconded. Any further discussion? Hearing none. All in favor signify by saying, Aye? (Unanimous voice vote) Opposed? Motion carries. 4:0.

#### **NEW BUSINESS (For Action)**

Zoning Amendment ZA- 2019-2: Change from Agriculture (A) and Open (O) Districts to University District (UNV). Parcel Location: located adjacent to and immediately Makua of the University of Hawaii Kauai Community College campus, approx. 2,000 ft. North of the Kaumualii Highway/Puhi Road intersection in Puhi, further identified as 3-1875 Kaumualii Highway, Tax Map Key: (4) 3-8-002:016, and containing a total area of 38. 448 acres = Island School.

Mr. Hull: Next Item on the Agenda M.1a., for New Business that would be again Zoning Amendment ZA-2019-2: Change from Agriculture and Open Districts to University District. Parcel located adjacent to and immediately Mauka of the University of Hawaii Kauai Community College campus, approx. 2,000 ft. North of the Kaumualii Highway/Puhi Road intersection in Puhi, further identified as 3-1875 Kaumualii Highway, Tax Map Key: (4) 3-8-002:016, and containing a total area of 38.448 acre. Island School is the applicant. They do have a brief presentation but before that Alex is our planner so we'll hear his report.

Staff Planner Mr. Alex Wong: Aloha mai kakou. Alex Wong for the record. I want to as quickly as I can go through this report and supplement.

Mr. Wong read the Subdivision Report for the record (on file with the Planning Department).

Mr. Wong: For the recommendation based on the foregoing evaluation and conclusion it is here by recommended that the Zoning Amendment ZA- 2019-2 be approved. Mahalo for your time.

Chair Mahoney: Thank you. Could you repeat that please? Thank you. Is there any questions for the Planner? Howbout is there a representative for the applicant? State your name for the record please. Although we all know you.

Mr. Michael Belles: Good Morning Chairmen Mahoney and members of the Planning Commission. For the record, my name is Michael Belles, representing the applicant Island School. I like to begin by thanking Mr. Wong for the excellent staff report, which in a very comprehensive thorough and accurate way covered the application. And the history of the property which some of us will be repeating up here. I would also like to thank Mr. Hull as well as his predecessor Mr. Dahilig for all their help in guiding us to get an application filed late last year and getting it processed and getting it scheduled for public hearing today. Thank you all very much for that, sitting to my right is Mr. David Pratt, he's the Vice President and member of the Board of Directors of Island School and has been since 1987, since almost the beginning. And to his right is Mr. Shannon Grave, he is the Head of School and he's been the Head of School since 2015. My intention is just to give you a broad over view of some of the entitlement history and the processes that where discussed by Mr. Wong. Mr. Pratt will talk to you about the far more interesting insights into the evolution of the school from its humble beginnings in Kealia to what it is today. And Mr. Graves will then talk to you about day to day operations and issues with the school successes as well as challenges. And at the conclusion of our presentation, will welcome any comments or any questions that the Commission may have and in addition following our presentation, we have three students who have volunteered to testify today a sophomore, Junior, and a senior from Island School they'll be talking about their experiences. They were not told what to say just to speak from the heart and speak in much better terms than we can about life experience at island school and what is good and what are the challenges and what they hope for the future of the school. So let me begin by again, by thanking everyone for their help in getting us to where we are today. As stated in the report accurately, the Island School began in 1977, in Kealia. It started in a small plantation store and consisted of twelve (12) students. Today, we have a student body of approximately four hundred- twelve (412) students. So there has been a dramatic increase in the number of students, programs, facilities,

and activities at the school which they are all rightfully very proud. In 1977, they decided that the old plantation store was really insufficient for their needs and they really began planning for expansion and relocation and ultimately 1991, settled upon the property where they are currently located next to KCC. At that time they acquired ten (10) acres from Lihue Plantation and that is the foundation and bedrock of what we see today as island school. It was subsequently expanded to a total of 38.44 acres that it is today, the reason we are here primarily is that, from the time they relocated to Puhi in 1991, it was very clear that what they were doing was coming in as funds became available and as donations were made to expand school facilities. It was just an ad hoc case by case basis. The main driving force was availability of funds and resources to do what needed to be done to expand the school. That happened in about six different locations with special permits and those were accompanied by Class IV Zoning permits, Variances, and any number of Class I, Class II, Class III permits which comes under the purview or jurisdiction of the Planning Department and don't rise to your level of the Planning Commission. But it was decided pretty early on about 2005, that it would probably be best from a planning and entitlement stand point to master plan the entire parcel and not just to do the ad hoc piece meal planning that had proceeded up to that time. So it was agreed and it was a wise and prudent recommendation by the County to ask Island School to do that. So in 2013, Island School applied for first of three major permits. We needed to get a General Plan amendment, we needed to get a Land Use Commission Re-classification of the property, and we needed to get a Zoning amendment which is why we are here today. So it began in 2013, with the General Plan amendment and accompanying the General Plan amendment was an environmental assessment which was filed with OEQC and a the finding was that there was no adverse effects to the environment sociable or other legal issues that are required to be addressed by an environmental assessment. And then in 2017, we leaped frogged to the State Land Use Commission and they in turn approved the property being changed from Agriculture to Urban and now we are seeking a change in 2019, from Ag and Open to the new University Zone. And that's been refined further in the Lihue development plan by what they refer to as the Urban Edge but the real core of it is the University designation because prior to that time we really didn't have in our comprehensive zoning ordinance or in our general plan an appropriate classification or designation that really covered educational facilities. And as all of you know who have lived here, this has become something of the educational heart land of Kaua'i. You have got KCC, you've got Island School, you've got Chiefess across the street, and Kaua'i High School is not too far way. We are really at the center and the core of Lihue proper and it allows for a lot more activities, diversity, better working relationships with other schools and educational facilities like KCC, and the other high schools which, they interact with on a regular basis. You will probably hear more about that from the subsequent speakers. But the point being is that, it began with twelve (12) students there are four hundred and twelve (412) students today, and they have a masterplan that's now in place that they would like to ultimately fulfill. The intention initially was to have it built out and completed by 2020. As things have dragged along and in seeking funding as they always do, that will probably be delayed for some time. The last technical issue I'd like to get into is the issue of the recommendation by the Department of Transportation which we received late yesterday thanks to Mr. Holmes and Mr. Wong. They are recommending that we update our TIR, Traffic Impact Report by 2020, and we have no objections to that because in fact, in our environmental assessment in 2013, we said we would do exactly that. But, seven (7) years fly's by a lot quicker than we expected. Next year would be an appropriate time, we'd probably like to have more time especially since, with the recent improvements that have been made on

Kaumuali'i Highway. With the additional lanes being added with the student body at KCC actually reducing, I never understood why, but it was explained to me that people are going on-line now for a lot of their classes. You don't have the population on campus that you once had and is really far less impact. Island School itself contributed almost a half a million dollars towards an interior roadway development that really lessened the impact on Kaumauli'i Highway, it was done in conjunction in work with Department of Transportation. So the recommendation that they have is consistent in fact, it's virtually word for word met condition that was originally represented by Island School in their 2013 application. And just for the record, I discussed this previously with the Planning Director. We would like to get it on the record so it's clear that we are not opposing this especially assuming the Commission approve this and it goes ahead to the County Council. But this is that portion of the environmental assessment that was done back in January of 2013, and the very last Condition of the report says, "if implementation of Island School's master plan is not completed by the year 2020, prepare an updated traffic report the incorporates revised project completion year." So that's basically what they are asking for in their letter that we received yesterday, so it's consistent with what we have represented all along. In addition, in 2017, the State Land Use Commission cited the comments of Department of Transportation also recognized that very same Condition in our original TIR report of 2013. So, we have no objections to do it, but let's do it next year as originally planned, we are only in our fifth year of seven years since 2013, general plan amendment, we feel it's fair and reasonable just what didn't want it to be applied retroactively or immediately which would cause extreme grief and distress to the school fundraising activities. So, is that sufficient Mr. Director in terms of covering the (inaudible)?

Mr. Hull: I believe so Mike. Thank you.

Mr. Belles: OK. With that I'll turn it over to Mr. David Pratt and then Mr. Graves and then like I said before unless you have any questions that are burning? You can ask us at any time and interrupt but if you would allow the three of us to complete it and then we will be more than happy to respond to any questions you may have.

Chair Mahoney: Ok. If we may hear from Mr. Pratt. Thank you very much Mr. Belles.

Mr. David Pratt: For the record my names David Pratt, and I'm vice President of Island School. I would like to give a brief history of the school. As Mike mentioned the school was started in 1977, in Kealia and by seven (7) women. They leased a plantation building and in 1985 the school board decided to start looking for a more central location to serve the whole island. And in March 1991, they broke ground at the 10 acres that was donated by the Lihue Plantation and six (6) months later this campus opened for business. Than one year later September 11, 1992, Hurricane Iniki did considerable damage to the school, so they were closed and for eleven (11) days, eleven (11) days pre-K or the K through third grade open at the school and grades 4 through 8 were at Kahili Adventist school in there gymnasium which was very nice of them, and by December, everybody was back at the Puhi Campus. May 1996, Island School decided to re-start their High School which they briefly had in the beginning. In 1996, they had a 9<sup>th</sup> grade and added one more grade each year. 1997, the hired Bob Springer as the Head of School, in May 1998, we reached an agreement with the Lihue Plantation to purchase 20 acres next door to the 10 acres they had donated and so in 1999, we had 30 acres in our campus. June 2000, we

graduated eighteen (18) seniors and at that point we had an enrollment of two hundred and twenty (220) students in pre-K through 12<sup>th</sup>. December 31, 2005, Grow Farms donated 8.4 acres, it was also adjacent to the campus. In January 2008, we opened our Wilcox gym, which was a major effort. In February 29, 2008, we opened up a new access road through Kilohana which was a requirement by KCC because they were so concerned about the traffic congestion. And contrary to Mr. Belles, it was more than more than five hundred thousand, we paid five hundred thousand cash plus our cost to manage the road project. May 2008, we opened the (inaudible) center for Hawaiian Culture and Arts and July 2015, we hired this guy, Shannon Graves. The above did not cover any of the various accomplishments of the school like several KIF Championships, State wide winner of Mock Trail, numerous academic achievements by school students, and hosting of an island wide Robotics team. But further information about the school will be given by Shannon.

Chair Mahoney: Thank You.

Mr. Shannon Graves: Good morning. I'm Shannon Graves, Head of Island School. Just to add a little bit to the history of what David was talking about- Island school is 42 years old. We began in 1977, with those 12 students as a K-8 school. We moved in 1991 school year to Puhi, our current location began that year with 116 students. Island school continued to grow, in 1996, we started a 9<sup>th</sup> grade and enrolled 186 students. In 1997, we started a 10<sup>th</sup> grade and in 1998, we started an 11<sup>th</sup> grade and Pre-K with 213 students enrolled. Four years ago, my first year at island school, the year before our enrollment was 367 students. We've averaged the last few years 416 students. Since 2000, we've had 18 graduating classes, which is 466 high school graduates. Our families are from all over the island, as shown in the exhibit- the blue, yellow, and orange pins are returning students, the red are new students as you see from the North shore to the West side. And as we have grown in numbers so has our financial aid, 44% of our students receive financial aid and that is part of the reason why we are represented so well from all over the island. As a college prep school we continue growth and loftier expectations from families each year, to send their children to college whether it's KCC, UH, the West Coast, the East Coast, the Naval Academy, or Elite Colleges from across the country like Yale and MIT. We need to stay current, relevant, and provide a variety of learning opportunities for many different types of learners and families that they have come to expect. Our SAT scores are well above the national average, the national average is 1060, and our students earned a 1240 last school year, which is third in the State. Our AP scores are 4.0 and the national average is a 3.0. We need additional buildings to continue to deliver this type of product that our families want. Specific examples, we need to expand to include the Intro of Engineering, principles of engineering courses that we offer through Project lead the Way Program, to provide bigger space that student can work in collaboration and can use technology for their projects with a room for 3D printers, laser cutters to explore stem interest to obtain 21<sup>st</sup> century skills that are hands on and critical thinking. This also includes for example, space to provide two Science classes during this same period that have a lab space or multiple class offerings or teacher offerings. We currently don't have space because each classroom has a class every period. Teachers do not have their own classrooms and most travel from room to room and this also cuts down on elective opportunities for example, Advanced placement courses and additional elective classes. Part 2, the second point is the relationships that we have developed the last 42 years with our community. Two current examples are Kauai Community College and Kamehameha, with KCC

we provide the Pre-K program to work with KCC in their early childhood program, with Kamehameha we have financial agreement signed we will begin next school year the 2020, we provide financial aid and we educate even more Hawaiian Students. And that is in place for next year. We also have agreement with Kamehameha with the Summer Program on our campus for the last five years and also the Scholars Workshop. We also host the island wide Robotic and Kauai Bots teams which brings together the four high schools Kauai High, Kapaa, Waimea, and Island School to work together and we enter state and national competitions. We are the ACT and SAT site for all students from 9th through 12th on the island. We also provide the sight to host seventy (70) colleges twice a year to have the opportunity to visit schools that they may want to attend. KIF athletic events on campus like soccer, volleyball, cross country, air riflery, we host youth basketball from grades 4th through 12th, each year. Thirty (30) community organizations use our facility for example, Captains Class, Kauai Academy of Performing Arts, and First Lego League. This University distinction would allow us to expand on the facilities we currently have and provide students and the larger community population the ability to host larger audiences so we can have a meeting space for the whole school, all of our students, our parents, and also community organization to use our facility and they can meet in one space. And the final part is the Master Plan, as you see the Master Plan for reference, we are hoping to build additional buildings to our campus under the leadership and expertise of Vice President Board of Directors David Pratt we've developed a long term site plan with Flansburgh Architects in 2009, which the purpose was to lay out our 38 acre campus for the future. As an independent private school that is self-sufficient and relies on tuition, we are 83% tuition driven and the additional 17% budget is through annual fund raising. With the master plan in place and the need for buildings that are well thought out and planned. We want to be able to provide learning opportunities and facilities that our students and faculty deserve and need to reach their potential. We want to continue building on our last forty-two (42) years and help our students and future students reach their potential and continue to build partnerships on Kauai well into the future. Thank you.

Chair Mahoney: Thank you. Is there any questions for the applicant by any member of the Commission?

Ms. Apisa: Pretty impressive.

Mr. Keawe: Very.

Ms. Apisa: Very, very well presented also.

Chair Mahoney: I have one question for Mr. Belles' we have some report from our planner and some history but briefly could address the importance of the Zoning Amendment to the importance of that to the school what that would do and in kind of a nutshell so we can kind of bring it back to the Amendment.

Mr. Belles: Sure. A without the Zoning Amendment this would be a Yoyo without a string, it wouldn't work. We really need a General Plan which has already been approved the State Land Use re-classification. The Zoning Amendment which is I guess the final leg of a three legged stool that supports this campus. Without that we would continue what we did up in 2005, which



is piece meal the application which doesn't make sense. If we're to be a quality campus and educational institution and integrate as we possibly can within the community as provided in the General Plan, the Comprehensive Zoning Ordinance, and the Lihue Development Plan. It really makes all the sense in the world to do what the county encouraged us to do back in 2005 and 2013, which is come up with a Master Plan realizing that it will be changed, it will be tweaked over time depending on demands, needs, and what happens internationally, nationally, and locally. But beyond that this is zoning that for the first time it actually makes sense. As I said earlier, we never had a zoning that was earmarked for educational facilities and this clearly allows for expansive uses and uses that were only interpreted for using the previous CZO and General plan. So this is really critical for an intelligent well thought out process to have the school involve in a way that's necessary to continue providing the quality education it provides today.

Chair Mahoney: Thank you very much.

Mr. Hull: If I can also add to Mr. Belles's comment in that also if the Zoning stays the same essentially any type of proposal of additional facilities would have to come before this body to demonstrate how it's in conformance with agricultural requirements because it's in an agricultural district. And it's been long recognized as well as the General Plan Amendment that this should be slayed for a much more urban type of review analysis given the decade's long history of its land use at that time. But when we still, just like if even if today even as this Zoning Amendment is moving along, even if today they are Kawaikini or KCC submits an application technically, while it has the State Use Urban designation General Plan Urban type Use. Because there's still the Zoning Agriculture overlay, we have to do an Agriculture Analysis on any projects in this zone. So, by pushing as Mr. Belles was saying, placing the University Zoning overlay it just reflects what's on the ground and is a better way of moving forward. Ultimately, we don't want to be making the analysis for Ag when we know in fact that there is no necessary use for that or a need for it if you will.

Chair Mahoney: Mr. Keawe.

Mr. Keawe: Mike good presentation. I noticed in the Master Site Plan and also in your application, included in that was the addition of two additional dwellings, dwelling units as part of that. So the Master Plan list those as the guest residents and the Head Master residence...is that correct? I just wanted to make sure that, that's what was covered because it kind of stood out as two additional units.

Mr. Belles: Yes. And just so you know there has been public discussion before, I don't want to be labor this is about all other educational facilities and higher educational facilities, talking high schools, you're talking about dormitories, and other types of residential uses. Which is not what we are talking about today. I just want to be completely open and honest with you in saying that, this type of classification allows for greater more diversified use of the campus that's more reflective of how campuses are evolving Statewide, Nationally, and Internationally to best meet, best meet the needs of the students.

Mr. Keawe: Yes, it's very well thought out Master Planning, congratulations putting it together.

Mr. Belles: That's Mr. Pratt and his predecessors. So thank you so much for that.

Ms. Apisa: Yes, with the housing crisis its very smart plan for housing.

Chair Mahoney: Any further questions for any of the applicants? Hearing none, can move on the public testimonies then? Okay. This (inaudible) sure anybody that wanted to testify on this Agenda Item?

Mr. Belles: Mr. Chair. As I indicated earlier we do have three students if you could take them in order I don't know if there is anyone else in the audience that wish to testify, but I don't want to assume anything at this point.

Chair Mahoney: We'd be happy to take them and you guys are going to have to give up the podium. Thank you.

Mr. Belles: They will identify themselves as they come up. They may be sitting in all of our chairs sometime so, thank you.

Chair Mahoney: You can come up one at a time or and then a state your name for the record and we appreciate you coming by so state your name for record and you have three (3) minutes to give your testimony and we are all waiting to hear it.

Mr. Benjamin Grip: Good Morning. My name is Benjamin Grip and I am from Koloa. I've been going to island school for fourteen years of my life. And for a seventeen (17) year old senior that's a lot of time for me to be at the same school for such a large portion of my life. I've known about Island School even longer as both of my brother and sister have graduated from here as well. And for my family and I, that time spent at school was not without good reason. Island School has provided me and countless other students an excellent education and foundation that we students can build off of for our future endeavors and aspirations. The amount of time I've spent at Island School has allowed me to see some of the underappreciated things that Island School offers its students. The attributes that come to my mind is the liberty and freedom that the students are given, the amount of time and care that the teachers and faculty put into their work and just the overall level of education that the school provides to me and my fellow classmates. These types of things are what make Island School the school it is today. But because I've been around so long, I not only have seen the positives that come out of Island School but I have also taken notice of some of the things that Island School lacks or is in need of due to the amount of students enrolled compared to the other schools on the island. With the school expanding and at such a fast rate, the workspace required for students will become very essential and more classrooms will need to be made. I truly do believe that Island School could hugely benefit from the new educational buildings simply because of how fast the school is expanding and the level of education Island School is trying to provide its students with. I know that personally I will not be able to benefit from these buildings because I'm a senior, but I do know the importance that something like this can be to the school and the students if it gets done. Thank you.

Chair Mahoney: Thank You very much for giving your testimony. Could you state your name for the record please?

Ms. June Chu: Hello. My name is June Chu and I currently a junior at Island School. I live on the North shore and I have been attending Island School from 7<sup>th</sup> grade and my two older sisters have also attended and graduated high school here. It seem impossible to describe the connections and friendships I've gained with countless students and faculty. But I can describe Island Schools efforts had have on me. In the five years that I have been here, I have never had a teacher that did not seem genuinely pushed to educate and inspire me. The academic program at Island School is very challenging but I have been met with constant support, assistance, and care through everything. Whether it came from a peer or from an adult, the schools dedications to education has been very clear throughout not only my time here but my sisters experiences as well. I feel confident that Island school is doing everything to prepare me for college and my future, they are instilling important values, morals, and lessons along with studying skills. Despite the infinite effort everyone at Island School has given, there is often a shortage of resources available. There are many study halls that are forced to work outside due to lack of classrooms as well as subjects needing to switch with others because certain rooms are not able to provide the resources needed. The ability to expand open up countless opportunity for new classrooms, technology, research, and more. I cannot begin to imagine the possibilities that could be presented to the students and staff, if Island school is given the permit to expand. I believe that Island school, a school that is constantly giving its all towards the success and growth of its students should be granted to access to resources that can help continue doing this. Thank you.

Chair Mahoney: Thank you very much. Next, state your name please for the record?

Mr. Luke Canady: Hi. My name is Luke Canady and I'm a sophomore at Island School and I live in Koloa. I have been attending Island School since I was in 6<sup>th</sup> grade at middle school. Since then Island School has given me many academic and athletic opportunities some of these opportunities include a foundation of a new basketball program that will be going varsity next season and multiple academic opportunities like the Leadership Summit that is on Oahu and an outstanding education like no other. I also have a little sister who has gone to the school since she was 6<sup>th</sup> grade as well, now she is in 8<sup>th</sup> grade. At the beginning of her 6<sup>th</sup> grade year, she was terrified about going to a new school, but right as she got here she was greeted and made many new friends the first day. Academically, the teachers saw that she was struggling and helped her to get up to par. Every teacher here cares about every single one of the students so much that they will take time out of their own busy schedules to help. This school has not only taught me to be great academically, but more importantly how to be confident, how to stand and speak in front of crowds and how to play basketball in front of people. And all types of things that have made me into the man I am today. This school has made me step out of the box in the real world today and lets me speak my feelings. It has given me the confidents to do things in the real world today and to live my life. Island School is such a great learning institution. Overall, Island School is a great learning of the school and having the Zoning Permit switched will help my generation and more generations to come academically and athletically. Thank you for your time.

Chair Mahoney: Thank You very much for your testimony. Is there any other member of the public that would like to testify on this agenda Item? Thank you all for stepping up and making a commitment to support your school and your intelligent supportive testimonies. Doing your duty as a citizen and you all spoke very well. Thank you.

Mr. Hull: Alex wrote on to the record that the Department is recommending approval of this Zoning Amendment.

Chair Mahoney: So at this time Chair will entertain a motion.

Mr Keawe: I move to approve Zoning Amendment ZA-2019-2, change from Agriculture and Open District to University District, Parcel location located Adjacent to and immediately mauka of the University of Hawaii Kauai Community College campus, approx. 2,000 ft. north of the Kaumualii Highway/Puhi road intersection in Puhi, further identified as 3-1875Kaumuali'i Highway, Tax Map Key: (4) 3-8-002:016, and containing a total area of 38.448 acres = Island School.

Ms. Apisa: Second.

Chair Mahoney: OK. It's been moved and seconded. Any further discussion? Hearing none. All in favor signify by saying aye. (Unanimous voice vote) Opposed? (None) Motion carries 4:0.

Chair Mahoney: Congratulations. Thank you all for your supportive testimony and your presentation and the Planning Department too, Thanks.

## **CONSENT CALENDAR**

### **Status Reports**

#### **Director's Report for Project Scheduled for Agency Hearing on Tuesday, April 23, 2019.**

Class IV Zoning Permit Z- 2019-12, Use Permit U-2019-9, and Special Permit SP-2019-5 to operate a commercial outdoor facility containing mountain bikes and hiking trails, and yoga instruction on a parcel situated on the mauka side of Kuhio Highway in Kilauea, also referred to as Jurassic Kahili Ranch, approx., 1,500 ft. west of the Kuhio Highway/Makai Road intersection, further identified as 5-1771, D Kuhio Highway, Tax Map Key: 5-2-003:001, and affecting a portion of a larger parcel approx.. 10 + acres in size= Jurassic Kahili Ranch LLC.

Mr. Hull: Next Agenda Item is the Consent Calendar. We have one Item on the Consent Calendar. Class IV Zoning Permit Z-IV- 2019-12, Use Permit U-2019-9, and Special Permit SP-2019-5, to operate a commercial outdoor facility containing mountain bike and hiking trails, and yoga instruction on a parcel situated on the mauka side of Kuhio Highway in Kilauea, also referred to as Jurassic Kahili Ranch, Approx. 1,500 ft. west of the Kuhio Highway/Kahili Makai Road intersection, further identified as 5-1771 D Kuhio Highway, Tax Map Key: 5-2-003:001,

and affecting a portion of a larger parcel. 10+ acres in size, Jurassic Kahili Ranch LLC. And this is just a Consent Calendar so if there's any desire to remove to move it from the Consent Calendar for further discussion but otherwise the public hearing is scheduled for the next Planning Commissions the department is just asking for a motion to receive.

Ms. Apisa: I Move to receive.

Mr. Ho: Second.

Chair Mahoney: OK. It's been moved and seconded. Any further discussion? Hearing none. All in favor signify by saying aye. (Unanimous voice vote) Opposed? (None) Motion carries 4:0

The Commission recessed this portion of the meeting at 9:57 a.m.

The Commission reconvened this portion of the meeting at 10:06 a.m.

Chair Mahoney: OK call the meeting back to order.

Mr. Hull: Thank you Chair and members of the Commission. We're slated to go into General Business Matters but on behalf of the Department I request if the Chair and the Commissioners be willing to modify the Agenda today we are pulling a bit of a double whammy over at the County Council and the Planning Department has been moved up a bit so with your discretion and your grace we would appreciate being able to have the Item M 1.b, which is the Zoning Amendment for residential setbacks be discussed, be moved to right now on the Agenda which would be right after H. Executive Session.

Ms. Apisa: I move we modify the Agenda.

Mr Keawe: Seconded

Chair Mahoney: OK. It's been moved and seconded. Any further discussion? Hearing none. All in favor signify by saying aye. (Unanimous voice vote) Opposed? (None) Motion carries 4:0

### **NEW BUSINESS (For Action)**

Mr. Hull: The Department has a report and Dale is our Planner on this I don't think we need go over the specific details of the actual report. Essentially what you folks have before you are a series of Amendments to amend the Residential setbacks and I just want to a bit of a briefing on what our motivation was behind this. Essentially, if you look at the attached Bill, Exhibit a draft Bill, Section 8-40.3 development standards for Residential Structures and not involving the subdivision of land. If you go to Sub section 6 and on ward all the way to sub section 8 and then later on the minimum distance between detached buildings containing dwelling units, there's that table or chart for various front and side to side. So right now property lines for the most part you have a ten foot set back from the front property line, a ten foot set back from the rear property line, and five feet and half, excuse me, five feet or half the wall plate height which ever greater for the side property lines it's relatively simple. It gets a little conflated or somewhat ambiguous when dealing with the fact that those are for residential structures, accessory structures have for

the most part the same standards except for the rear property line five feet and so it comes into somewhat of an issue when we are reviewing ARUs vs ADUs which are considered accessory's to the main dwelling so they get to enjoy a smaller setback then any residential structure despite their functioning like a residential structure. So the Department is essentially proposing for the property line setbacks to normalize them and state you have a ten (10) foot front setback as is today and for the rear and side property setbacks you have a five (5) foot or half the wall plate. So just normalizing to that. The next or avenue or undertaking we are doing in the proposal is the (inaudible) and that's when you get to that table of you can see it on the third page or fourth page and end to end side to side or end to side ten (10) feet. Front to end or side (inaudible). Front to front twenty (20) feet. So on and so forth.

Mr Keawe: Right, right, right. That's between detached buildings?

Mr. Hull: Detached buildings. Which when getting into the definition of the front of the building is dependent upon tow things; the location of the road fronting the property and/or the location of the front entrance. So depending on where you put the front entrance and were the road abutting your property is, you could have two fronts and two backs. If you've got a corner lot, you could have three fronts and one back. Or three fronts and one side depending on who you talk two. It is a very I'll say discombobulated and for decades has always proved as an issue with applicants and in fact interpretation. Because interpreting that front can be dependent upon where you give the primary entrance the definition or where you give primary road access. It's all over the place quite honestly and speaking quite bluntly and frankly, if you were to talk to three different people in the Planning Department given a corner lot with a primary entrance at its side, you will probably get three different responses as far as what the setback between the buildings are. And it's just something that needs to be cleaned up. This is further, its further problematic when you a actually see that these building to building setback for buildings that are on the property. You own both buildings where you could have potentially a thirty (30) foot setback between the buildings depending on this wonky analysis of where your streets are, where your entrance is yet, if there's another property owner and you have two side property lines you could just be ten (10) feet apart. And so it's making the property owner go through much more cumbersome process for his or her own individual buildings on the property vs. its relation to next door properties. Its just wonky quite honestly and it creates a lot of problems for applicants, developers, and homeowners, and builders in trying to understand. And when they get their plans drafted the plans can be extremely expensive of understanding what the setbacks are going to be. So we are attempting to normalize that as well and just say, there is a ten (10) foot setback between buildings.

Mr Keawe: Period.

Mr. Hull: Period. So that's kind of it in a nutshell. It's trying to simplify the process and the setbacks as well as one other avenue is taking and looking at residential developments and looking and looking at what the General Plan states as trying to focus place growth into our town core areas and infill development should be emphasized, and no longer that suburban spall model. We are looking at increasing the lot coverage in the residential distract from 50% to 60% as that has become an issue when trying to construct some ADU's and some ARU's. And I did speak with the Engineering Division today, they weren't able to send in an official comments but

speaking with the Engineers today they said they don't have an issue with that and essentially no comment on that.

Mr Keawe: So Chair can I?

Chair Mahoney: Yes.

Mr Keawe: So with these streamlining and trying to simplify that is that going to spur more people to potentially build more units?

Mr. Hull: It makes it easier at the end of the day. It makes a property within the residential district a bit easier to develop essentially. Whether or not an individual property owner chooses off of these new standards to develop, essentially is for them to do on their own.

Mr Keawe: Right and you mentioned plans, so the cost of actually developing might go down because you don't have to do as intricate kind of...

Mr. Hull: Correct. Well you don't have to keep correcting the Plans.

Ms. Apisa: Just a comment. Isn't that the objective to encourage more housing?

Mr. Hull: Yes, yes.

Chair Mahoney: But it's a clarification of a lot of ambiguous language like wonky (inaudible).

Mr Keawe: Its ten (10) feet, that's it.

Mr. Ho: Ka'aina. Following your train of thought about the front entry way, the final determination is you? The guys who are going to right the permit, the Building Department?

Mr. Hull: The Planning Department will determine what the front of the property is and so when we have a standard of just side are five (5) feet or half the height, the rear is going to be at the back of the front, that front will still be determined by the Planning Department given the site of the road as well as where the side entrances is, but, it no longer creates all these different standards of well if the front is here than you have an array of sides and rears. There will be one (1) front and that's it and we will derive the standards from there.

Chair Mahoney: Brilliant.

Ms. Apisa: I was surprised to hear that ARU is considered not a dwelling unit, it's considered an ancillary building or I forget the word.

Mr. Hull: Yes, so because the ARU cannot be CPR'd off and essentially functions in tangent with one of the primary dwellings. Quite honestly it's an interpretation that whichever Director is in charge of the Department can take a harder line interpretation. Given that we are trying to facilitate more ARU rental units in our town core areas and in our existing residential stock, I in

my administrative authority and capacity have taken a loser interpretation to state that it is in fact ancillary and therefore you can have that shorter setback.

Ms. Apisa: A five (5) feet in the back?

Mr. Hull: Five (5) feet or half the (inaudible) plate. And that totally radical I mean the data in our Department is trying to help facilitate these buildings. But previous Directors have taken a position for ADUs for several years now as well.

Ms. Apisa: Thank you.

Mr. Ho: Two story, how would you...the wall height would be the tops of it?

Mr. Hull: Yes. So if its two story, I mean your general two story structure is going to have a wall height of twenty (20) feet and so then half the height of that would be ten (10) feet. Which would be more than the five (5) feet so the higher you have that building the more the setback is going to be from that property line.

Chair Mahoney: Thanks for the explanation. So do we go to the Planner now or?

Mr. Hull: Ah if you guys wanted to hear the report read in totality that's up to your discretion.

Chair Mahoney: No. No. I think everybody is clear on your representation.

Ms. Apisa: I think I'm ready to make a motion that we approve the changes as suggested

Chair Mahoney: Is everybody satisfied with the information given to us by the Director? Are we ready for a motion as suggested on the floor? If there is, there is a motion on the floor and the Chair will accept a second.

Mr Keawe: Second.

Chair Mahoney: OK. It's been moved and seconded to accept. All in favor signify by saying aye. (Unanimous voice vote) Opposed? (None) Motion carries 4:0. Thank you very much.

Mr. Hull: Thank you all and I will turn the meeting over to Jodi. Thanks again guys.

## **EXECUTIVE SESSION**

County Attorney Mr. Nicolas Courson: Chair we are on we are on Item H, Executive Session seeing none.

## **GENERAL BUSINESS MATTERS**

Petition to Appeal Director's Rejection of *Moloaa Farms LLC's* Subdivision Application for TMK (4) 4-9-009-01 by Timothy H. Irons, attorney for Petitioner.



Clerk of the Commission's Recommendation to Refer Petition to Appeal Director's Rejection of Moloaa Farms LLC's Subdivision Application for TMK (4) 4-9-009-001 to the County of Kauai Boards and Commission Office to conduct the required analysis and contested case hearings related to the above reference appeal.

Mr. Courson: The next Item is I, General Business Matters one. Petition to Appeal Director's Rejection of Moloaa Farms LLC's Subdivision Application for TMK (4) 4-9-009-01 by Timothy H. Irons, Attorney for Petitioner. Clerk of the Commission's Recommendation to Refer Petition to Appeal Director's Rejection of Moloaa Farms LLC's Subdivision Application for TMK (4) 4-9-009-01 to the County of Kauai Boards and Commission Office to conduct the required analysis and contested case hearings related to the above referenced appeal.

County Attorney Ms. Maryann Sasaki: Maryann Sasaki, For the Planning Department County of Kauai.

Ms. Jodi Higuchi Sayegusa: Jodi Higuchi Sayegusa, on behalf of the Department Deputy Director.

Ms. Sasaki: So this actually very simple matter because the Moloaa Farms did not timely file there notice of petition with respect requesting a contested case hearing so they are not entitled to a hearing because they didn't file their appeal within the 15 day window of opportunity. So while there may be a substantive issues that they think are at issue, this is really just a technical matter. Procedurally they just were not, they did not timely file their notice.

Chair Mahoney: Any questions?

Mr. Ho: Where does that leave us?

Ms. Sasaki: Pardon me?

Mr. Ho: Where does that leave the Commission and the Planning Department? If they can't file, where does Timothy Iron go next?

Ms. Sasaki: He could appeal to the Circuit Court. But the Circuit Court might say look you didn't timely file within the 15 day period and so your action is annulity. I mean because we have these procedural rules for a reason.

Mr. Courson: So is the Department asking that this be dismissed?

Ms. Sasaki: Yes we are.

Mr. Courson: So the Department position is that this appeal came too late and two, rather than sending it to the Hearings Officer out right deny it as unsatisfactory?

Mr. Ho: Do we have to send to a Hearing Officer?

Chair Mahoney: No. Ok so, May be to clarify this.

Mr. Courson: And if you have legal questions we can take an anticipated Executive Session to.

Chair Mahoney: We don't yeah. Ok let's just get some clarification. The Petition to appeal the Director's Rejection of Moloaa Farms LLC Subdivision and it was...did not meet the time frame so that leaves it to what our options are, to dismiss? To? That's the part.

Mr. Courson: It would be...I think the two options before you are you could grant the Departments request and deny this appeal as untimely or you could opt to send it to a Hearings Officer very likely the Department will make the very same argument before the Hearings Officer. They Hearings Officer is not...while it certainly your right, it's not a free option it does cost us money so if you believe it is untimely, and there is really no need for it. What was the timeline?

Mr Keawe: 15 days.

Ms. Sasaki: They were rejected on let me get my notes straight. They were rejected on January 22<sup>nd</sup>, 2019. They did not respond until February 26<sup>th</sup>, 2019.

Mr Keawe: I have a question. Nick I am a little confused, the Clerk of the Commission's recommendation to refer petition, whose is the Clerk of Commissions?

Chair Mahoney: Ka'aina.

Mr. Courson: Ka'aina Hull.

Mr Keawe: Alright. So he is referring that appeal to the County Boards and Commission's Office? That's the confusing part of what.

Ms. Sasaki: I think I can clarify that, I spoke with Ka'aina this morning and his preference would be to dismiss the case because it's untimely but in the event the Commission was reluctant to find on a procedural ground then we could go forward. But it is his preference to dismiss this case. It's not his preference to defer it.

Mr Keawe: Ok. Yeah because it's worded so that the Commission recommendation to refer that's the confusing part. It seems ambiguous.

Ms. Sasaki: Right. Jodi is here and I think she can probably clarify as well.

Ms. Higuchi Sayegusa: Right. I think just to reiterate, it would be one of the issues that we would proffer whether it would go to a Hearing Officer or not. Ultimately, any decision or recommendation will be before you folks as well but you know it's one of the issues that will have to be cleared up rather it you folks dismissing it today or if it gets referred to a Hearings officer than its one of those things we will be bring up through evidentry portion of any hearing.

Mr. Courson: (Inaudible) rule 1-9-2. That you are referring to?

Ms. Higuchi Sayegusa: Right. The appeal of the Director's decisions related under the subdivision and code its 15 days from the...

Mr. Courson: Right. So just for the Commissions edification it says, for appeals of the Directors actions pursuant to Subdivision Ordinance petition shall be submitted no later than 15 days after date of the Directors decision or service order. And I think you folks said it was in January?

Ms. Sasaki: I was January 22<sup>nd</sup> (Inaudible).

Mr Keawe: So I have a...

Mr. Courson: So a little over thirty (30) days.

Chair Mahoney: (inaudible). Go ahead.

Mr Keawe: So like Commissioner Ho said, so if, just as an if, we deny this petition based on its untimely. Does he have a further appeal? Or can he file another appeal and the clock runs from that point?

Ms. Sasaki: Well, as I indicated, he could appeal the decision to the Circuit Court and the Circuit Court would certainly review the circumstances, but he would still be not, he would still not be had been timely. So, the court could certainly fine that it wasn't a timely filing and dismiss as well, but on the other hand, they have latitude to equity so, you know.

Mr Keawe: Yeah. OK.

Ms. Higuchi Sayegusa: Just in all candor, there were a number of correspondence back and forth in between the initial rejection of the petition, of the application to the filing of the current petition to appeal the rejection of the application. You know and I can't speak for of course the opposing attorney and the applicant himself who is appealing, but I am sure he may have arguments you know that may relate any timeline but you know...

Ms. Sasaki: It's true that he might have arguments, he would certainly have opposing arguments and he'd certainly have his position. But I would not that, indifference to my client, his not here and he is not and he is not here to make them. So I don't know. As Jodi indicated, it's not our job to make his arguments, it's his obligation to pursue his own case.

Mr Keawe: Right, right, right. Ok, so we got it.

Chair Mahoney: So the rule, he did not make a timely application due to our rules.

Mr. Courson: Well what the Deputy Director clarified is there (Inaudible) there was a denial, sounds like about thirty-four (34) days before he responded, there was some dialog between him and the Department in-between that, so it is a little less clear than otherwise was said. But what

the Departments Attorney is saying is, that's an argument but he is not here to make it. She's here saying it's untimely, dismiss. So, I think what every ones trying to make you aware of is you can send it to a Hearings officer, they could flush these issues out, it will cost the County you know, it will cost us resource wise to do that. You could deny it, it would very likely be appealed to the Circuit Court. They may uphold (inaudible).

Mr Keawe: Ok. I got it. Thanks.

Chair Mahoney: Is there any consensus on the a motion or anything? On dismissing due to untimeliness?

Mr Keawe: I move to deny the petition to appeal the Directors rejection of Moloaa Farms LLC's Subdivision Application TMK: (4) 4-9-00-01 by Timothy Irons, Attorney for the Petitioner, based on its untimeliness.

Mr. Ho: Seconded.

Chair Mahoney: OK. It's been moved and seconded. Any Discussion? Hearing none. All in favor signify by saying aye. (Unanimous voice vote) Opposed? (None) Motion carries 4:0. Thank you.

Ms. Sasaki: Thank you.

Mr Keawe: Chair can I ask a question?

Chair Mahoney: Yes.

Mr Keawe: Nick, A related, as far as the cost you mentioned that there is a cost for the County. Can you give us just briefly, what that would entail, just a simple, and they are never simple they always end up being very complex, but as an average, what would that cost be on a referral for a Hearings Officer?

Mr. Courson: You know I'm not sure what an average? Ok so we do hire an attorney, I can't recall it's right off the top of my head, it's relatively reasonable, but I think it's about \$175.00 an hour. And then there's the miscellaneous cost of Boards & Commissions enquires in doing it. So it's not...I don't bring that to dissuade you and/or from sending one...

Mr Keawe: I understand, just to give us some idea of relative cost.

Mr. Courson: Yeah just that I wouldn't want it to be like, well it can't possible hurt. I mean we do try to be good stewards of the resources and the budget is tight every year so, if your convinced by an argument then it is what it is. But I can get those numbers for you folks.

Mr Keawe: Ok.

Chair Mahoney: Well we are going to move on. Let's move on to the next item.

## **COMMUNICATIONS**

There were no communications for action.

## **COMMITTEE REPORTS**

### **Subdivision**

Ms. Higuchi Sayegusa: Sorry putting my hat back on the Clerk seat on behalf of Ka'aina who had to run to Council. We are now on Chair, Item J, Communications, I'm sorry we have no Communications. K, Committee Reports Subdivision, Subdivision actions matters listed in the Subdivision Committee Agenda.

Mr. Ho: We heard only one Item this morning, Its Tower Lagoons, LCC, tentative Subdivision map approval and we got down the main Condition in that we agreed on was that there be a public access to the beach ways and curbs and sidewalks will be done with a grass swale instead of concrete and I believe we all agreed that as acceptable and it passed.

Ms. Apisa: On one side.

Mr. Ho: Yes. On one side, that was our meeting today.

Chair Mahoney: So is the recommendation from the...to accept?

Mr Keawe: Accept the report. Yes I move to accept the report.

Ms. Apisa: I'll move to accept the Subdivision Committee Report.

Mr Keawe: Seconded.

Chair Mahoney: It's been Moved and seconded. Any questions? Any discussions? Hearing none. All in favor signify by saying aye. (Unanimous voice vote) Opposed? (None) Motion carries 4:0.

## **UNFINISHED BUSINESS**

Ms. Higuchi Sayegusa: Ok Chair, Item L, Unfinished Business for Action, there are none.

## **ANNOUNCEMENTS**

### **Topics for Future Meetings**

The following regularly scheduled Planning Commission meeting will be held at 9:00 a.m., or shortly thereafter at the Lihue Civic Center, Moikeha Building, Meeting Room 2A-aB, 4444 Rice Street, Lihue, Hawaii 96766 on Tuesday, April 23, 2019.

Ms. Higuchi Sayegusa: And now we are back to Item N, Announcements, You folks dispersed an on deck sheet, where you?

Chair Mahoney: No.

Mr Keawe: I don't see one.

Ms. Higuchi Sayegusa: I believe we might have a pretty full Agenda in the upcoming meeting.

Chair Mahoney: April 23, 2019.

Ms. Higuchi Sayegusa: April 23, 2019, is the next meeting. There's the one petition, I'm sorry, the application, the Special Permit Application, Jurassic Kahili Ranch and there might be an update on Coco Palms.

Mr. Ho: I also asked for an appointee for my Subdivision Committee will we do it that meeting also?

Chair Mahoney: Will get that on the Agenda.

Ms. Higuchi Sayegusa: Ok. We will note to put that on the Subdivision Agenda about the rearranging of the Committee members.

Mr. Ho: Thank you.

Ms. Higuchi Sayegusa: Ok. And now we are on Item O, Adjournment.

Chair Mahoney: Chair would accept the motion.

Ms. Apisa: I moved to adjourn.

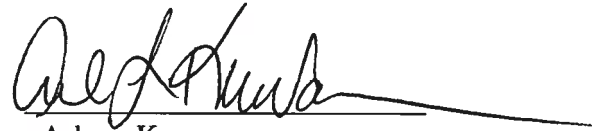
Mr. Ho: I seconded.

Chair Mahoney: All in favor signify by saying aye. (Unanimous voice vote) Opposed? (None) Motion carries 4:0. Adjourned. Thank you.

## **ADJOURNMENT**

Chair Mahoney adjourned the meeting 10:33 a.m.

Respectfully submitted by:

  
Arleen Kuwamura,  
Commission Support Clerk

( ) Approved as circulated (add date of meeting approval)

( ) Approved as amended. See minutes of \_\_\_\_\_ meeting.